

**Connecting Learners to Libraries**  
**March 5, 2004 Steering Committee Meeting Minutes**

**Videoconference sites and participants:**

PSESD Burien

Betty Marcoux

Elaine Twogood

Karen Farley

Keitha Owen

OSPI Olympia

Ellen Duffy

Martha Shinnors

Rand Simmons

Rhona Klein

Spokane SD

Viki Ash-Geisler

Forks HS

Eve Datisman

Rand/Rhona Status Comments

- Need to move forward
- Group has varying ideas
- Need to make real progress
- Need to choose one path
- Bottom line after today's presentation from 3/3 small group meeting is:
- Can we live with it?

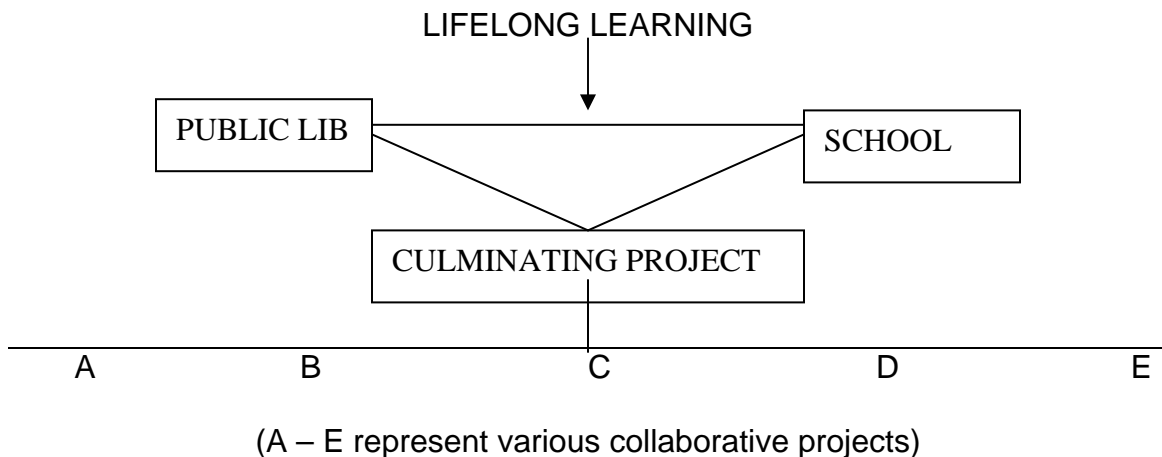
Group Work from 3/3/ Meeting

Information literacy offers the opportunity for learners, whether in public libraries or schools, to become *lifelong learners*.

*Lifelong Learners* is a term that crosses all barriers – is a part of everyday life – is a quality of life.

Re: *Quality*

State of Washington has made a strong statement by creating the culminating project to determine whether students are moving along a continuum. It also has *measurable* possibilities.



We can use the culminating project goals to measure the goals of this project as it connects to the goals of the culminating project.

### Culminating Project

By fall, 2004, schools in Washington must have a plan in place about how every student will complete a culminating project by 2008. These same students will begin as freshmen in high school in the fall of 2004. There is a direct connection and it's a way to measure.

### *Committee Agreement:*

Those present at today's meeting agreed that they could live with this proposal.

At the March 3 meeting the outcomes and indicators (O & I) were divided into project level and subgrantee level O & I.

The group agreed that, at the PROJECT level:

- K-12 staff would increase understanding of the value of libraries in meeting students' educational needs.
- Public Library staff would demonstrate an awareness of EALRS, WASL, research models and CP.
- K-12 staff would demonstrate an awareness of public library resources and services.
- PL & K-12 staff would increase the use of common vocabulary re: information literacy skills.

At the SUB GRANT LEVEL:

- The grants would increase ongoing cooperation and collaboration between K-12 and public library staff
- Students will use information databases as a preferred source for CP research.
- Students' effective use of information databases would increase

ASSIGNMENT FOR ALL: Rank your favorite 3 sub-committees. It is likely that each of us may be asked to serve on at least 2 sub-committees. Rhona will gather responses and look for broad representation in each group.

### Suggested Move to Small Committees to get the real work done:

1. Data and Evaluation Committee  
Tasks begin now!  
Refine outcomes and indicators; gather study results, both regionally and nationally; collect new data.
2. Intervention – curriculum development Committee  
This is like developing a traditional curriculum; develop guidelines and blueprints for delivery of the intervention; electronic and/or print

3. Web Development and Marketing Committee  
Start talking now about content and organization; plan to market project to library community.
4. Grants Guidelines Committee  
Begins in another month or so; This group will work with Jeff at WSL to develop grant guidelines. By summer we'll need to know the content.
5. Toolkit Resources Committee  
This group will work closely with the web development group. Develop contents of toolkits and plans for distribution. May need mentors from the large project working with sub granters on OBE.
6. Grants Review Committee  
This committee is tentative at this point – we may or may not have a separate committee. WSL library development has this responsibility, but may request outside experts to work with them. Majority of work next spring.

#### GRANT CYCLE TIMETABLE\*

\*Refer to timetable on handout *CONNECTING LEARNERS TO LIBRARIES: Timetable of federal fiscal years, activities proposed ( & revised) for each year, budgets, with due dates for submitting new budget allocations.*

Funding is likely to be appropriated in February or March.

Allow 6 to 8 weeks for grant application process

Allow two months for grant review

Grant Projects will run from September, 2005 through September, 2006.  
The twelve month period includes the evaluation process.  
Expenses need to be finished by 8/31/06.

#### Getting the Word Out

We agreed that it is important to get the word out *as soon as possible* once the funds actually arrive and are appropriated to the project. This will give schools and libraries an opportunity to meet to develop collaborative projects before the school year ends. The website will include best practices.

Can we tell people NOW that there may be grant opportunities?

YES! The process was described as not unlike the process of buying a house...many steps to go through before you move in...some unknowns...some surprises.

Rand encouraged the group to discuss an anticipated grant cycle, but to be conservative about how we share it with the community.  
We are encouraged to refer people to the WSL website for further information.

Submitted by Ellen Duffy